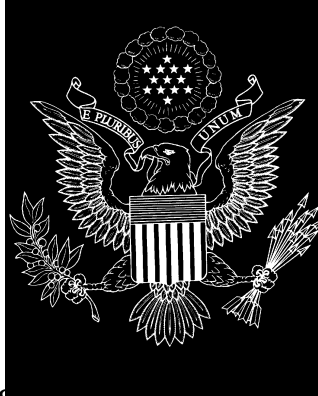


**** C A R E E R O P P O R T U N I T Y ****



**UNITED STATES DISTRICT COURT
EASTERN DISTRICT OF OKLAHOMA**

Position Title:	Director of Information Technology
Location:	Muskogee, Oklahoma
Closing Date:	April 4, 2003
Starting Salary/Range:	\$62,886 - \$102,257 (CL-30)* *depending on qualifications and experience

Position Overview: The United States District Court, Eastern District of Oklahoma, invites applications for the position of Director of Information Technology. The Director of Information Technology will manage a staff of technical professionals who provide dedicated support to Judges' Chambers, the Clerk's Office, and the U.S. Probation Office. This individual will be responsible for defining and implementing long range automation plans for the court which ensures that innovations are implemented with minimal disruption to the users and oversee the adaptation of national systems to local requirements. The Director of Information Technology will direct the acquisition, installation, configuration, coordination, integration, preventive maintenance and repair of the court's computer hardware and software; ensure the integrity and efficiency of the court's databases; and prepare and administer the budget for information technology operations. This individual will work closely with information technology professionals in the Administrative Office of the United States Courts, the Tenth Circuit Court of Appeals, and the United States Bankruptcy Court. Performs related duties as assigned.

Qualification Requirements : To qualify for the position of Director of Information Technology Services, a person must be a high school graduate or equivalent and must have a minimum of three years of progressively responsible administrative, technical, professional, supervisory or managerial experience that provided an opportunity to gain (1) skill in dealing with others in person-to-person work relationships, (2) the ability to exercise mature judgment, and (3) a thorough knowledge of the basic concepts, principles, and theories of management and the ability to understand the managerial policies applicable to the Court, and at least one year at or equivalent to the CL 29 level.

A bachelor's degree in computer science or a related field from an accredited college or university is highly desirable. Experience with Linux, Unix (Solaris), Lotus Notes and Access; experience with LANS, WANS, Linux (Interactive/Solaris/Linux), Windows 98/2000/XP, Novell NetWare, Ethernet and TCP/IP, Informix; experience in developing and managing information technology budget; ability to analyze, evaluate and project information technology needs and develop long range plans; excellent verbal and written communication skills and professional demeanor.

Benefits: Employees of the U.S. District Court are entitled to benefits which include retirement, health benefits, life insurance programs, scheduled holidays, annual leave program, and periodic salary increases. This position is subject to mandatory Electronic Funds Transfer participation for payment of net pay. A background check will be conducted on the successful candidate. Only the most qualified applicants will be interviewed.

Qualified applicants may submit a resume with references and college transcript to:

William B. Guthrie
Clerk of Court
Eastern District of Oklahoma
P.O. Box 607
Muskogee, OK 74402

The Court is an Equal Opportunity Employer